

Appearance of Child Support Creditor or Representative

Instructions:

Step 1 - File Appearance:

Select *Adversary*

Select *Complaint Activities*

Enter case number

Verify case number is correct

Select Document Event: [Appearance of Child Support Creditor or Representative](#)

Select Party

■ Party filer not listed, Add/Create New Party

■

Review Docket Text for accuracy

Warning!! Verify entry is correct before submitting.

Step 2 - Waive filing fee (if opening new adversary proceeding):

Contact lyn_hamilton@wab.uscourts.gov requesting waiver of filing fee assessment.